



UPDATED A G E N D A
OCONEE COUNTY COUNCIL MEETING
June 20, 2023
6:00 PM

Council Chambers, Oconee County Administrative Offices
415 South Pine Street, Walhalla, SC

Call to Order

Moment of Silence

Invocation by County Council Chaplin

Pledge of Allegiance to the Flag of the United States of America

Approval of Minutes

June 6, 2023 Regular Minutes

County Attorney Comments

County Administrator Comments

Proclamation

PROCLAMATION 2023-04 A PROCLAMATION HONORING MS. TERESA CATES, OCONEE COUNTY CLERK OF COURT DEPUTY CLERK - FAMILY COURT SCHEDULING, UPON HER RETIREMENT

Public Comment Session

[Limited to a total of fifty (50) minutes, five (5) minutes per person]

If you are not able to attend in person and you have a comment, you may submit it by emailing jennifercadams@oconeesc.com or calling 864-718-1023, so that your comment may be read it into the record.

Council Member Comments

Public Hearings for the Following Ordinances *If you would like to be heard during either of the public hearings, please contact Clerk to Council Jennifer C. Adams at jennifercadams@oconeesc.com or 864-718-1023 so that your participation by may be coordinated.*

ORDINANCE 2023-02 AN ORDINANCE TO ESTABLISH THE BUDGET FOR THE SCHOOL DISTRICT OF OCONEE COUNTY AND TO PROVIDE FOR THE LEVY OF TAXES FOR THE OPERATIONS OF THE SCHOOL DISTRICT OF OCONEE COUNTY FOR THE FISCAL YEAR BEGINNING JULY 1, 2023 AND ENDING JUNE 30, 2024.

Third Reading of the Following Ordinances

ORDINANCE 2023-02 *[see caption above]*

COUNCIL MEMBERS

Matthew Durham, Chair, District II Don Mize, Vice Chair, District III
Glenn Hart, Chair Pro-Tem, District V John Elliott, District I
Julian Davis, III, District IV

Second Reading of the Following Ordinances

ORDINANCE 2023-12 AN ORDINANCE AUTHORIZING, PURSUANT TO TITLE 12, CHAPTER 44 OF THE CODE OF LAWS OF SOUTH CAROLINA 1976, AS AMENDED, THE EXECUTION AND DELIVERY OF A FEE-IN-LIEU OF AD VALOREM TAXES AND SPECIAL SOURCE REVENUE CREDIT AGREEMENT BY AND BETWEEN OCONEE COUNTY, SOUTH CAROLINA, AND PROJECT IRON MAN, ACTING FOR ITSELF, ONE OR MORE CURRENT OR FUTURE AFFILIATES AND OTHER PROJECT COMPANIES (COLLECTIVELY, “COMPANY”); PROVIDING FOR A FEE-IN-LIEU OF AD VALOREM TAXES INCENTIVE; PROVIDING FOR A SPECIAL SOURCE REVENUE CREDIT; DEVELOPING A JOINT COUNTY INDUSTRIAL AND BUSINESS PARK BETWEEN OCONEE COUNTY AND PICKENS COUNTY SO AS TO DESIGNATE THE PROPERTY OF THE PROJECT AS PART OF THE PARK; AND OTHER RELATED MATTERS.

First Reading of the Following Ordinances

None scheduled for this meeting.

First & Final Reading for the Following Resolutions

RESOLUTION 2023-11 A RESOLUTION APPOINTING AND COMMISSIONING JAMES WRIGHT AS A CODE ENFORCEMENT OFFICER FOR THE PROPER SECURITY, GENERAL WELFARE, AND CONVENIENCE OF OCONEE COUNTY; AND OTHER MATTERS RELATED THERETO.

Discussion Regarding Action Items

Request for Council consideration and approval to reevaluate the hiring freeze for vacant positions in the Building Codes, Parks, Recreation and Tourism, Planning, Roads & Bridges, Rock Quarry, Solid Waste and Vehicle Maintenance Departments to meet demands and address critical needs in Oconee County.

On June 6, 2023, County Council voted to institute a hiring freeze for all non-public safety positions until the completion of the salary study or until Administration provides data supporting the filling of the requested position. Oconee County Administration and various Departments are requesting Council consideration and approval to reevaluate the hiring freeze for specific positions to meet the demands and address critical needs in Oconee County. This request is limited to the above listed positions, all other vacant positions to remain under the hiring freeze at this time.

The positions for Council consideration were approved in the FY2022-2023 and FY2023-2024 Budget and are not new positions. Vacancies are the result of retirement, turnover and other circumstances. While available staff take on additional responsibilities to account for said vacancies, departments are having to utilize overtime and other resources to provide services to citizens. According to Occupational Safety and Health Administration (OSHA), employees working long hours or consecutive shifts resulting in more than the typical 40-hour work week are at an increased risk for injuries, accidents, increased levels of stress, and illness.

Oconee County Building Codes is requesting consideration and approval to fill one (1) Inspector position to meet the demands from continued growth and development in Oconee County. From June 9th through June 15th, the Building Codes Department issued 88 new permits and staff completed 158 inspections. Despite staffing challenges throughout Fiscal Year 2023-2023, the department has completed 8,441 inspections and collected \$1,963,046 in fees. The Inspector position was posted on the Oconee County Job Board for one day prior to the implementation of the hiring freeze.

COUNCIL MEMBERS

Matthew Durham, Chair, District II Don Mize, Vice Chair, District III
Glenn Hart, Chair Pro-Tem, District V John Elliott, District I
Julian Davis, III, District IV

Oconee County Parks, Recreation and Tourism is requesting consideration and approval to hire one (1) Park Ranger I for Chau Ram County Park. The department was in the process of hiring a candidate for this position, prior to the hiring freeze; however, the applicant did not pass the required background check.

Oconee County Parks, Recreation and Tourism is also requesting consideration and approval to hire one (1) Park Ranger I for High Falls County Park. Oconee County received two-weeks' notice of the person currently holding this position after the hiring freeze was implemented. As summer is considered peak season for all three Oconee County parks, this vacancy must be filled as soon as possible to meet the demands of an increased number of visitors in day-use and camping areas.

The Planning Department is requesting consideration and approval to hire one (1) Code Enforcement Officer. The vacant Code Enforcement Officer position negatively affects the amount of site visits / code violations that the department is able to address. Due to the nature and requirements of this position, no single Code Enforcement Officer should step onto a property without another Code Enforcement Officer or a Sheriff's Deputy. This vacancy impacts the Oconee County Sherriff's Office, and the Planning Office, and limits the effectiveness of the department in its abilities to enforce Oconee County Code of Ordinances.

The Oconee County Roads & Bridges Department is requesting consideration and approval to hire one (1) Equipment Operator III and four (4) Equipment Operator IVs. The Roads & Bridges Department has experienced long-term, chronic staffing shortages over the last three years. The department has lost more people, due to retirement, alternative employment opportunities and other circumstances, that it has been able to replace. Vacancies have caused delays with routine maintenance and crews have been consolidated due to lack of staff. New hires would allow the crews to return to their regular duties to provide services to the people of Oconee County, including arbor and asphalt services. In Fiscal Year 2021-2022, the Roads & Bridges Department completed 3,129 work orders, including general county road maintenance and special projects.

Oconee County Solid Waste is requesting consideration and approval to fill four (4) open Recycling Center Clerk positions. Oconee County currently has eleven (11) Recycling Centers, which are open from 7:00 AM to 7:00 PM, Monday through Saturday (closed Wednesday). When fully staffed, Oconee County Solid Waste has a full-time crew leader, nineteen (19) full-time Recycling Center Clerks, and seven (7) part-time employees to provide services during business hours. Recycling Center Clerks are responsible for opening and closing the Recycling Centers, sorting and placing recyclables from small totes to large 30-yard containers, sweeping and washing parking lots, keeping weeds and other debris maintained by spraying, plucking or picking up, cleaning underneath compactor and helping to switch out compactors when they are pulled and replaced, and keeping garbage and cardboard compacted into the containers. The clerks also direct, instruct, and inform the public on what and how materials are accepted and where they should be placed at the center.

Over the last fiscal year, Oconee County Solid Waste has utilized overtime to keep the various Recycling Centers staffed during regular hours. The overtime has been used to account for staffing shortages and does not account for time off requests for upcoming vacations, doctor appointments and unexpected sickness. The inability to staff the Recycling Centers may result in closure or revised hours and the reduction of services to the citizens.

As temperatures rise, Recycling Center Clerks endure five to twelve-hour intervals per day in temperatures that can exceed 100 degrees. Recycling Center asphalt holds heat and raises the ground temperature by 15-20 degrees. Recycling Center Clerks may be at risk of exhibiting symptoms of exhaustion or overheating. Asking existing staff to cover additional 12-hour shifts to provide services, which would be covered if the vacancies were filled, may increase their risk to the elements.

COUNCIL MEMBERS

Matthew Durham, Chair, District II Don Mize, Vice Chair, District III
Glenn Hart, Chair Pro-Tem, District V John Elliott, District I
Julian Davis, III, District IV

The current full-time staff have an average age of 61 and part-time staff have an average age of 68. According to the National Institute on Aging, “Older adults are at higher risk for heat-related illnesses and death. Factors that put older adults at greater risk may include: Health problems, changes in skin caused by normal aging, taking heart and blood pressure medications, becoming dehydrated from prolonged heat exposure.”

The Oconee County Rock Quarry is requesting consideration and approval to hire one (1) Assistant Quarry Plant Mechanic to fill a vacancy, which recently came about by unforeseeable circumstances. The Assistant Plant Mechanic is vital, as this individual is responsible for maintaining, inspecting and repairing the plant to keep up with daily operations. The Assistant Plant Mechanic performs daily cleaning of the plant to prevent material accumulation and reduce unsafe work conditions. The Rock Quarry would like to post this position internally to reduce the time this position is vacant; however, an external posting may be required depending on the level of interest.

The Vehicle Maintenance Department is requesting consideration and approval to hire three (3) Auto / Diesel Mechanics. The Mechanics perform inspections, services and repairs on all Oconee County vehicles and capital equipment; including that of the Oconee County Sheriff’s Department, Emergency Services and all other departments within Oconee County. Without the necessary staff to perform repairs and routine maintenance on County vehicles and equipment, the Vehicle Maintenance Department will have to outsource repairs to certified vendors. By providing these services in-house, Oconee County has been able to reduce costs and down-time for repairs and maintenance.

It is the mission of Oconee County to provide our current and future citizens and visitors quality services while protecting our communities, heritage, environment and natural resources in an ever-changing world.” Oconee County continues to deliver on this mission, despite staffing shortages, to the best of its abilities. However, the strain the extra responsibilities are putting on the workforce can contribute to increased stress, injuries and accidents, which can cause delays in service, necessitate outsourcing and ultimately drive-up costs for similar or inferior services.

The seventeen (17) positions were approved in the FY2022-2023 and FY2023-2024 Budget and are not new or added positions. Vacancies in these departments occurred from retirement, alternative employment opportunities and other circumstances. Please see attachment, “Title, Salary and Fringe Chart’ for additional information.

Building Codes:	\$59,739
Parks Recreation and Tourism:	\$97,585
Planning Department:	\$62,892
Roads & Bridges:	\$264,484
Rock Quarry:	\$55,753
Solid Waste:	\$165,927
Vehicle Maintenance:	\$175,195
Total:	\$881,576

Staff recommends Council reevaluate the hiring freeze for the seventeen (17) vacant positions and allow Oconee County Human Resources and Administration to begin accepting applications for the specified departments.

COUNCIL MEMBERS

Matthew Durham, Chair, District II Don Mize, Vice Chair, District III
Glenn Hart, Chair Pro-Tem, District V John Elliott, District I
Julian Davis, III, District IV

Procurement #: RFP 22-03 Title: Third Party Building Official and Commercial Plan Review Services
Department(s): Building Codes
Amount: Estimated \$75,000.00

Procurement was approved by Council in Fiscal Year 2023-2024 budget process.

Budget: \$75,000.00 Project Cost: \$75,000.00 Balance: \$0.00

The Oconee County Building Codes Department has recently experienced an increase in commercial building applications and anticipates future workload increases. An as-needed, pre-qualified firm is requested to aid the County in review of plans submitted for commercial building applications. This will ensure plans are reviewed in a timely manner to applicants. The awarded firm will also serve as Building Official for the Oconee County Building Codes.

Request for Proposals, RFP 22-03 Third Party Building Official and Commercial Plan Review Services requested qualified firms to serve as the chief building official for Oconee County and to provide commercial plan review services on an as-needed basis.

RFP 22-03 was issued on April 13, 2023, and sent to thirty-eight (38) firms, four proposals were received. An Evaluation Committee consisting of County Staff reviewed / scored all responses and unanimously recommended RCI of SC, Inc, of Pacolet, SC for award.

The Awarded Firm will, upon request, review all documents which consist of plans, specifications and engineering data for commercial building applications, to determine whether the items comply with all applicable ordinance and state building code; in addition, all local codes and regulations required by Oconee County.

The Awarded Firm will also serve as Chief Building Official for Oconee County Building Codes. A County Building Code Inspector will administer a building inspection, enforcement or rendering interpretations of building, residential and commercial, plumbing, electrical, mechanical, fuel gas and energy conservation codes on various building systems. The Chief Building Official shall be responsible for reviewing the inspections performed and signing all Certificate of Occupancy and Certificate of Completions issued by Oconee County.

When the Building Codes Department receives a Building Permit application that requires a Commercial Plan Review, the Awarded vendor will be paid 50% of the plan review fee; which is charged to the permit applicant. The permit fee will be collected, at the time of application submission and paid to the County. The County will pay the Awarded Firm on a monthly basis.

The fees are as follows:

Building Official: \$85.00 per hour

Commercial Plan Review (Permit Issued): 50% of Plan Review Fee

Commercial Plan Review (NO Permit Issued): \$0.00

Inspection Services (if required) \$65.00 per hour

This contract will begin July 1, 2023 and end June 30, 2024. The County has the option to renew for up to four (4) one-year terms, providing the services are satisfactory.

It is the staff's recommendation that Council:

- 1. Approve the award of RFP 22-03 for Third Party Building Official and Commercial Plan Review Services to RCI of SC, Inc, of Pacolet, SC***
- 2. Authorize the County Administrator to execute the contract documents and to renew this contract for up to four (4) one-year renewals, providing the services provided are satisfactory and the amounts budgeted are not exceeded.***

COUNCIL MEMBERS

Matthew Durham, Chair, District II Don Mize, Vice Chair, District III
Glenn Hart, Chair Pro-Tem, District V John Elliott, District I
Julian Davis, III, District IV

Title: 2012 Komatsu WA600 Differential / Final Drive Rebuild

Department: Rock Quarry

Amount: \$59,179.62

Contingency 20%: \$11,835.92

Total: \$71,015.54

Procurement was approved by Council in Fiscal Year 2022-2023 budget process.

Budget: \$71,015.54 Project Cost: \$71,015.54 Balance: \$0.00

This expense is for the rebuild of the rear differential / final drive on the 2012 Komatsu WA600 Pit Loader (asset number 335.09) used at the Rock Quarry.

Upon receiving the Komatsu WA600 back from Linder after they completed the half-life rebuild, Rock Quarry mechanics and equipment operators noticed an unusual noise coming from the machine. Rock Quarry Staff notified Linder about this new noise, and requested a site visit to evaluate the machine. Linder was on site, May 10, 2023, and completed an initial evaluation. Linder advised staff to leave the WA600 in production.

After continuing to operate the loader, the Rock Quarry equipment operators and mechanics noticed the noise gradually getting worse. Due to the uncertainty of the source of the noise, Rock Quarry staff contacted Linder and requested they return and inspect the equipment and to conduct a more thorough diagnosis. During this diagnosis, the differential on the rear axle was isolated as the source of the noise. The rear axle of the machine was removed on June 16, 2023 and the differential was dismantled, Linder found the pinion bearing was failing; which was allowing metal to contaminate the rest of the differential and final drive. During this diagnostic, it revealed hydraulic suction hoses are in need of repair.

The Quarry utilizes this Komatsu WA600 pit loader to support daily operations. Quarry Staff recommends the rebuild of the rear differential and final drive, as downtime and the cost of maintenance for this machine is on the rise. This loader is essential for the Quarry to keep up with rock production.

The estimated cost for the rebuild of the rear differential / final drive is \$59,179.62. Staff is requesting a 20% contingency, in the amount of \$11,835.92, for unforeseen items that may arise during the rebuild.

Linder Machinery is the surface mining Komatsu Dealer, Repair and Service Center for our area. The rebuild includes a one (1) year parts warranty.

It is the staff's recommendation that Council:

- 1. Approve the differential / final drive rebuild of the 2012 Komatsu WA600 to Linder Industrial Machinery of Greer, SC, in the amount of \$59,179.62 and a 20% contingency amount of \$11,835.92; for a total award of \$71,015.54.*
- 2. Authorize the County Administrator to approve any change orders within the contingency amount.*
- 3. Authorize the County Administrator to transfer sufficient funds within the Rock Quarry's budget to the correct budget codes.*

Council Committee Reports

Planning and Economic Development / Mr. Mize June 6,2023

COUNCIL MEMBERS

Matthew Durham, Chair, District II	Don Mize, Vice Chair, District III
Glenn Hart, Chair Pro-Tem, District V	John Elliott, District I
Julian Davis, III, District IV	

Board & Commission Appointments

The Board & Commission seats listed below are co-terminus with Council District seats and will require [in the 1st quarter of 2023] appointment and/or reappointment as follows:

Agricultural Advisory Board

District IV: No questionnaires on file for this seat

Board of Zoning Appeals

District IV: 1 questionnaire on file for this seat

Executive Session

[upon reconvening Council may take a Vote and/or take Action on matters brought up for discussion in Executive Session, if required]

- 1. Receive legal advice and discuss prospective contractual matter regarding risk protection.*
- 2. Receive legal advice and discuss personnel matter related to boards and commissions.*
- 3. Discussion regarding a potential contractual matter related to the acquisition of property adjacent to current County property.*
- 4. Discussion regarding a contractual matter related to the City of Seneca, the City of Walhalla, the City of Westminster and the Town of Salem.*

Adjourn

COUNCIL MEMBERS

Matthew Durham, Chair, District II Don Mize, Vice Chair, District III
Glenn Hart, Chair Pro-Tem, District V John Elliott, District I
Julian Davis, III, District IV